

**Technology Customer Council Meeting/Conference Call
Minutes of January 9, 2007**

Final

Present: Greg Wright, Carl Martin*, Steve Mosen, Kevin VandeWall*, Leon Schwartz*,
Lesa Quinn, Joel Lunde*, Keith Greiner*, Roberta Polzin*

Absent: Rich Jacobs, Marvin Van Haaften, Larry Murphy, Mark Brandsgard

Guests: Ken Bosier (for Larry Murphy), Greg Fay, Julie Sterk, John Hove, Laura Riordan,
John Gillispie, Diane Van Zante (recorder)

* Participating by phone

1. **Call to Order** – Greg Wright, Chair, called the meeting to order at 1:12 p.m. It was noted that a quorum of members was in attendance.
2. **Approve Minutes of August 8, September 12, and December 12, 2006** – Greg Wright. Leon Schwartz moved approval of the August 8, September 12, and December 12, 2006 meeting minutes; Carl Martin seconded the motion. An oral vote was taken, unanimously approving the minutes as written.
3. **Information Security Office–Unspent Funds** – Greg Fay.
At the December meeting, Greg indicated that the ISO Utility had surplus funds due to a longer than expected vacant position. That position is now posted. The candidates must meet a number of selectives and have very good soft skills. Greg hopes to have someone hired and in place about the first of March. Should unspent funds be used to further the program? Three possible options were proposed: 1) a rebate to customers, 2) hire outside resources, or 3) a combination of the aforementioned. At the December meeting there seemed to be support for using the funds, however there was not a quorum present, so no action could be taken. The projected amount of unspent salaries plus expenses through December is \$48,750. Greg’s recommendation is that we seek an outside resource through a consulting firm, primarily to conduct agency risk assessments. The Department of Human Services volunteered to participate in an assessment; they completed a risk assessment two years ago, so have previous results to benchmark against. Lesa would like to see the ISO webpage completed. Greg is also revisiting the challenge of responding to incidents and developing a rapid communication system similar to Public Health’s “Health Alert Network” (HAN). John believes a HAN-like tool would be very beneficial. Greg proposed that the Council approve the use of unspent funds, specifically in regard to the areas discussed. Leon reminded us that the documentation mechanism (policies and processes to keep the HAN up and running) also needs to be built. Carl Martin moved approval of spending the surplus funds; Steve Mosen seconded the motion. An oral vote was taken. Council members gave unanimous approval.
4. **Wrap-Up and Next Meeting Date** – Greg Wright.

Greg announced recent changes in council membership. Mark Brandsgard is the new Legislative Branch representative. Marvin Van Haaften (representing small agencies) is retiring, so we will be seeking a replacement for him.

John has been approached to consider having the I/3 utility come back to the IT Customer Council. On January 26, John will be meeting with Calvin McKelvogue to discuss the matter. If you have a particular perspective, John would welcome your comments.

The next Technology Customer Council meeting is set for February 13, 2007 at 1:00 p.m.

There being no further business, the meeting concluded at 1:27 p.m.